

D-R-A-F-T
JOINT CITY-COUNTY AIRPORT BOARD
Minutes of Meeting
Monday, February 8, 2010 at 10:00 a.m.
Stillwater County Annex Planning Department
809 E 4th Avenue N, Suite C

MEMBERS PRESENT: Alan Drain (Chairman), Joe Morse (Vice-Chairman), Waymoth “Fitz” Fitzgerald, and Willard Moore.

MEMBERS NOT PRESENT: Roger Johnston

OTHERS: Maureen Davey, BOCC Representative; Gary Woltermann, Columbus Mayor.

GUESTS: Travis Eickman; Morrison-Maierle, and Scott Bell; Morrison-Maierle.

STAFF: Forrest Mandeville and Marissa Plumb.

I. CALL TO ORDER: Chairman Drain called the meeting order at 10:00 a.m..

II. MINUTES OF LAST MEETING: Joe made the motion that the minutes from the January 11, 2010 meeting be approved with a few minor corrections. Willard seconded; with all in favor, motion carried.

III. NEW BUSINESS:

A. 2010 Projects Update. Travis brought with him the final pay requests for the Mayor to sign today and the BOCC to sign at their agenda meeting tomorrow. Once those requests are signed, the airport’s animal control fence project is complete. Travis also gave Board members copies of the airport layout plan (ALP), as discussed at January’s meeting.

The Montana Aeronautics Division of MDT had their Grant and Loan meeting last month and gave Columbus \$3,250.00 in a grant, and \$3,250 in a loan, which is only enough funding to cover the pavement maintenance project and not a snow plow or a snow removal equipment (SRE) building. The distribution of the FAA funding will come in two parts, Part A and Part B. Refer to the attached letter from Maureen Dahl for an explanation of all possible funding disbursement options. The amounts of funds available to the Columbus Airport are \$265,212.00 from the FAA and \$109,994.00 which the Three Forks Airport owes the Columbus Airport from a previous loan, which totals \$375,206.00. If the Board wants to go ahead with ordering the plow which takes 280 days for construction and delivery, by that time there may be more funding available through next year’s MDT Grant and Loan meeting.

Another avenue to fund the 5% match is the acquisition of property for the proposed SRE building from the Town (portion of proposed City Works building site). Engineering, appraisals, and the cost of the land are all FAA fundable at 95%. The land acquisition would need to be completed in advance of the FAA providing the funding. MMI could complete the land acquisition tasks required this summer/fall and an FAA grant could be applied for next spring. Funds from that sale could be deposited into the airport account to use as matching funds for a

snow plow, the SRE building, and any other airport projects. Travis said the worst case scenario is that the Town and the County would have to cover \$20,000 (~\$11,500 for the snow plow, and \$8000-\$9000 for appraisals) to help with the five percent match until funding does come available next year, at which time the FAA may reimburse the Town and County. Maureen said the County should have a grant available through economic development to fund their half. Gary also said the City will be able to fund their half if needed. . Gary proposed combining the FAA funds for the SRE building with Town funds to construct one new City Works building, which is currently planned to be located across the street from the airport, to house the plow. Travis believes the FAA will not fund any building that is not a single structure that is specifically designed as a SRE building and that is not on land owned by the airport. The FAA will assist in the land acquisition, and some on the Board thought that building an oversized SRE building would allow the Airport to lease space back to the Town to generate revenue. Travis reported if this course of action is taken and the FAA is ok with it, the Town and County would have to front the cost of having the land appraised and reappraised, which could cost about \$8,000 to \$9,000. The Board requested for Travis to check with the FAA if it's a possibility to acquire the Town's land to build an oversized SRE building and then to lease space back to the Town. Travis will also check into the FAA's stance on Gary's option of constructing a joint building, sharing a wall between a SRE building and City Works structure, and/or if the FAA is going to require a separate structure. Fitz motioned to go ahead with the pavement maintenance project and also place the order for the snow plow. Joe seconded; with all in favor, motion carried. Travis will write up a grant application to have the BOCC sign it tomorrow at their agenda meeting.

Travis brought the task order for the pavement maintenance so the project can get started. The total estimate from Travis was \$24,380.00. Travis will get advertisement in the newspaper so bids can be received and work can begin as soon as a bid is accepted. Joe motioned to have Task Order #3 for the pavement maintenance project signed. Willard seconded; with all in favor, motion carried. Alan signed a transmittal letter to the County and Town noting the approval of the Airport Board and requesting approval by the County and Town for the final animal control fence invoices and FAA requests for reimbursements. Gary signed Task Order #3 for the design, construction, and engineering fees for the pavement maintenance project, the final invoices for the fence, and the final requests for reimbursements for the fence project. These items are on the Commissioners agenda for tomorrow for their approval.

IV. UNFINISHED BUSINESS:

There is no unfinished business to be discussed.

V. FINANCE REPORT: Joe didn't have a report at this time.

VI. MANAGER'S REPORT: The manager was not present to give a report.

VII. OTHER:

A. Letter from the FAA about Columbus Airport's Name change. Gary provided a letter from MDT's Aeronautic Division stating that "Woltermann Memorial" was added to the Columbus Airport's name.

B. Gary Becoming a Regular Voting Member of the Airport Board. According to Doug Howard, Town of Columbus' Attorney, Gary can't become a seat holder of the Airport Board. Gary will remain a Town representative on the Airport Board.

C. Article in Aeronautics Newsletter. Alan was asked to write an article on the airport pilot's lounge. The Board asked Alan to include how it was built, what is in the lounge, and to make sure to mention that many volunteers helped in the building process.

VIII. ADJOURN MEETING: With no more business to discuss, Alan adjourned the meeting at 11:22 a.m..

Next Airport Board meeting is Monday, March 8, 2010 at 10 a.m. at the Stillwater County Annex Planning Department office.

Marissa Plumb
Administrative Assistant